

| HAZARD IDENTIFICATION | | RISK ASSESSMENT | | | CONTROL METHOD | | | REVIEW | |
|--|---|---------------------------------|-----------------|-----------------------------|---|--|---------------------------------|------------------------------|--|
| Hazard | Description of likely injury/ illness | Likelihood of injury or illness | Consequence | Risk rating Low/mod/high | Eliminate, Minimise, Other control. | How the control will be put in place | By whom and when | Review date | Control effective? Further control needed? |
| ADMINISTRATION | | | | | | | | | |
| Interaction with hostile parents | Could lead to stress&/or physical harm | Rare | Moderate | Low | Minimise | Ensure staff all aware , keep in office area, ensure staff not alone | All staff Ongoing | Annual & after any incidents | |
| WORKING WITH CHILDREN / PROFESSIONAL DUTIES | | | | | | | | | |
| Working with children who are unwell | Illness | Likely | Moderate | High | Minimise | Regular hand washing. Removal &/or Laundering of any soiled clothing immediately. Dispose cloths | All staff As sickness occurs | Annual | |
| High noise levels | Inside loud noises from children | Likely | Major—over time | Moderate | Eliminate | Noisy children redirected into other areas of play/ engaged | All staff Ongoing | Annual | |
| INDOOR | | | | | | | | | |
| Storage of resources | Injury caused by falling objects | Likely | Major | Moderate | Eliminate | Items stored on shelves with upward edge on front of shelf. Resources not to be stacked high. | All staff Ongoing | Annual | |
| Accessing or displaying resources above reachable height | Injury falling off climbing apparatus | Likely | Major | High | Minimise | Ladder must be used to reach high items or attach things | All staff Ongoing | Annual | |
| OUTDOOR | | | | | | | | | |
| Moveable loose parts | Falling onto children—espec feet/toes, when moved | Likely | Minor | Low | Minimise | Discourage children to move large objects without adult present | All staff Ongoing | Annual | |

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| Trees | Fall from trees | Rare | Moderate | Moderate | Minimise | Red paint on trees to show children limit of climbing height. Branches checked for rot | All staff Ongoing | Annual | |
| Poisonous plants | Could be eaten | Rare | Major | Moderate | Minimise | Daily check for mushrooms/toadstools Children not to eat ornamental plants | All staff; Daily All staff; Ongoing | Daily Annual | |
| Wasps/ Bees | Stings; Discomfort & Possible allergic reaction | Unlikely | Moderate | Low | Eliminate | Any wasp nests/ beeswarms found will be exterminated. First aid always on hand for stings. Lawn mowing reduce clover | All staff Ongoing | Annual | |
| Blackberry & Thistles | Scratches / thorns=prickles | Unlikely | Minor | Low | Minimise | Pull out any blackberry as found. Children wear gumboots on farm | All staff Ongoing | Annual | |
| Lilly flowers | Can cause rash/itch | Unlikely | Minor | Low | Minimise | Discourage children from playing with these flowers when on farm/garden | All staff Ongoing | Annual | |
| Animal germs and disease | Illness | Likely | Minor | Low | Minimise | All children to wash hands when returning from farm | All staff Ongoing | Annual | |
| Water– troughs, puddles | Drowning | Rare | Major | High | Minimise | Ensure all children near water bodies have adult close by supervising. Plas- | All staff Ongoing | Annual | |
| Rain | Cold /wet children | Rare | Minor | Low | Minimise | Ensure children out in rain have waterproof clothing on | All staff Ongoing | Annual | |

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|-----------------------------|---------------------------------------|---------------------------------|---------------------|-----------------------------|-------------------------------------|--|----------------------|-------------|--|
| OUTDOOR Cont'd | | | | | | | | | |
| Farm animals-- chickens pig | Biting Faeces | Likely | Moderate to serious | Moderate | Minimise | Children not to go into paddock with animals.(exc chickens) May assist with feeding pig over the fence | All staff Ongoing | Annual | |
| KITCHEN / FOOD | | | | | | | | | |
| Hot food | Burn | Likely | Major | Moderate | Minimise | Gate locked. Children with teacher supervising | All staff Ongoing | Annual | |
| Knives | Cuts /gashes | Likely | Major | Moderate | Minimise | Ensure all staff in kitchen use knives without children present. Knife drawer kept closed | All staff Ongoing | Annual | |
| Food | Allergic reactions | Unlikely | Moderate | Moderate | Minimise | Children with allergies have photograph and info on fridge | All staff Ongoing | Annual | |
| Cleaning products | Poison | Likely | Moderate | Moderate | Minimise | Lock on laundry door must be kept locked and kitchen gates kept locked. | All staff Ongoing | Annual | |
| Child choking | Suffocation | Likely | Major | High | Minimise | Trained first aider to sit with children as they dine | All staff Ongoing | Annual | |

