

Risk Management Plan for Activities run by the Tinaroo Environmental Education Centre

Travel Arrangements

| Hazard | Consequence | Risk Control | Before | Briefing | During |
|---------------------|--|--|---------------|-----------------|---------------|
| Bus Trip | Student actions may impair or distract the driver | Teacher outlines expected behaviour and consequences of misbehaviour before trip commences | ● | ● | |
| | | Teachers actively supervise during trip | | | ● |
| | | Communicate any issues that arise with bus driver. | | | ● |
| Motion sickness | Student becomes ill | Have students who are prone to motion sickness sit near the front of the bus | | ● | |
| | | Teacher to bring sick buckets with lids | ● | | |
| Toilet Stops | Students might be at increased risk of harm when entering remote or public toilets | Teacher to stipulate a 2 person to the toilet rule. | ● | | |
| | | With younger students, teacher supervise outside toilet | | | ● |
| Losing Students | Students may get separated from main group | Ensure that adult/student ratio is appropriate | ● | | |
| | | Brief students on itinerary | | ● | ● |
| | | Establish timeframes with students for all independent activities | | ● | ● |
| | | Teacher to take a roll call pre departure | | ● | |
| Communication | Communication if necessary during trip may be difficult | Teacher to take school's mobile phone | ● | | |
| | | Teacher to take a list of important phone numbers in case of emergency (eg. parents, school, TEEC medical authorities 000) | ● | | |
| Medical Emergencies | Student ailment or injury | Teacher to take school's First Aid Kit | ● | | |
| | | Teacher to have all student medication handy | ● | | ● |

Swimming

| Hazard | Consequence | Risk Control | Before | Briefing | During |
|---------------|-----------------------|---|---------------|-----------------|---------------|
| Water | Student in difficulty | PFDs available if required | | ● | ● |
| | | Students supervised at all times in water | ● | ● | ● |
| | | Swimming area is defined | | ● | |
| | | Students swim with a buddy | | ● | ● |
| | | Teacher to establish rules for being in and leaving the water | | ● | ● |
| Sharp objects | Pupil cuts foot | Footwear must be worn in the water | | ● | |