

Epping North OSHCP

Incursion Risk Assessment

Incursion Details			
Dates of Incursion	21.4.22		
Incursion Times	10am-12pm in centre on School Oval		
Proposed Activities	The children will be involved in a game of bubble soccer, the children will be wearing a big bubble around them and playing a variety of games involving bouncing around the oval and into other bubbles	Water Hazards?	Yes/ No
		If yes, detail in risk assessment below	
Method of transport, including proposed route and seatbelts (if applicable)	N/A In centre		Estimated Duration of Trip: N/A
Name of RPD	Jake Marsden	Contact Number of RPD	02 9868 5690
Number of children attending excursion	Estimated: 50 Actual:	Number of educators/parents/volunteers	Estimated: 5 Actual:
Educator to child ratio, including whether this excursion warrants a higher ratio? Please provide details.	1:15 Normal in centre ratio		
Educators on excursion (Names):	Educator Training:	Educators Contact Details (to be completed on staff copy of RA only):	Educators to Sign once they have read & understood the Risk Management Plan:
* TBC * TBC * TBC * TBC * TBC * TBC	* TBC * TBC * TBC * TBC * TBC * TBC	* * * * * *	* * * * * *
Plan Prepared By:	Kareena Simpson	Date Prepared	11.3.22
Additional Venue Information:	Yes-attached/ No		

Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.

Excursion Checklist

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| <input type="checkbox"/> Pack First Aid Kits incl tissues, hand sanitiser, sick bags | <input type="checkbox"/> PRIOR Excursion hats worn by each child |
| <input type="checkbox"/> Pack Roll of Children attending excursion and contact numbers | <input type="checkbox"/> PRIOR All children checked for food applicable and full water bottle |
| <input type="checkbox"/> Pack List of Medical information for each child attending excursion | <input type="checkbox"/> PRIOR Wristbands to be worn by all children |
| <input type="checkbox"/> Pack Camera + Mobile phone with battery | <input type="checkbox"/> PRIOR Conduct Roll call prior to excursion and give instructions |
| <input type="checkbox"/> Pack Medication and Action Plans for each child with a Medical Condition | <input type="checkbox"/> PRIOR check permission notes are signed |
| <input type="checkbox"/> Pack Sunscreen | <input type="checkbox"/> PRIOR Put children into groups if necessary |

Pack walkie talkies (1 per educator)

PRIOR Centre Phone on divert to RPD mobile (*21`phonenum` #)
undivert #21#

Activity	Hazard identified	Risk assessment (use Matrix)	Elimination/control measures	Who	When	Residual Risk Rating
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Activity	Hazard identified	Risk assessment (use Matrix)	Elimination/control measures	Who	When	Residual Risk Rating
Bubble soccer	Children getting hurt through mis-play and veaving centre boundaries	High	Educators to explain the rules and how bubble soccer will work prior to activity. Educators will remind children when supervising the game that no unacceptable behavior will be tolerated. If miss behaving the children will miss out on a turn and have time away from the game. Children will choose groups of who they would like to participate with, Preferably friends in the same year, therefore the game can be more even. Children will wait for educator before starting the game. Incursion staff and educators will determine rules prior to play.	Educators and Children	prior to incursion and during incursion educators supervision	Moderate
Bubble soccer	Help getting into the bubble soccer (falling over and not being able to get up)	High	There will also be at least one - two educators supervising the game at all times. Educator will help children get into the bubble – if help is needed. Explain to children that if they are on the ground and are struggling to get up to call out to a peer that can alert a staff member to come and help you get up.	Educators	During bubble soccer incursion	Moderate
Bubble Soccer	Injury	High	During roll call explain to children that if they are hurt or injured to notify and educator. Ensure children if they have fallen over and hurt themselves to notify a peer or educator then they can come an assist with injury or incident. Educators will assist by providing first aid if needed and writing an Incident/Injury/Illness report if necessary.	Educators, children	during roll call, during bubble soccer incursion	Moderate
Bubble soccer	Medical first Aid kit	High	Having a first aid kit readily avaiable on the oval, incase a child is required to seek medical attention.	Educators	whilst bubble soccer is running	Moderate

Activity	Hazard identified	Risk assessment (use Matrix)	Elimination/control measures	Who	When	Residual Risk Rating
Bubble soccer	Hygiene, Reducing the risk of spread of COVID-19 and other infectious diseases	High	<p>The bubble soccer balls are sanitised before and after.</p> <p>Inside the ball there are straps that go on their shoulders (Like a back pack) and this carries the weight of the ball</p> <p>Their hands grip two handles and they manoeuvre from there</p> <p>Their face does not touch anything</p> <p>There is an opening at the top of the ball approx 50cm for air and them to see</p> <p>There is a hole at the bottom for their legs to run and this is the way they get in</p>	Bubble soccer company	information supplied prior to incursion	Moderate
General	Child protection	High	<p>Children will never be left alone with members of the public without supervision.</p> <p>All Educators hold WWCC as do venue staff, and Bus driver.</p>	Educators	During incursion	Low

Risk Benefit Analysis

Risk	Benefit
* Tripping/falling injury	* Emerging interests in sport and risky play
* Sunburn, heatstroke, dehydration, extreme weather, wet weather etc	* extention idea from last vacation care activity the children did soapy soccer and loved that activity.
* Lost Child	* New experience based off children's interests - many children play and follow soccer and this incursion incorporates this in a new and engaging way
* Child Protection issues with members of the public	* Peer bonding
* Sports injury	* Team sport
	* Risky play in a supervised environment

Risk Matrix

		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	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

N/A In centre