

Epping North OSHCP

Excursion Risk Assessment

Excursion Details			
In centre Day	Crazy colour run	Excursion destination: Staying at the centre EN OOSH	
Departure and Arrival Times	n/a		
Proposed Activities	The children will be participating in a colour run. Coloured powder will be thrown on them as they run past.	Water Hazards?	Yes/ No
		If yes, detail in risk assessment below	
Method of transport, including proposed route			
Name of RPD	Kareena Pearce	Contact Number of RPD	02 9868 5690
Number of children attending excursion	Estimated: Actual:	Number of educators/parents/volunteers	Estimated: 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 Pearce	Date Prepared:	2.6.2020
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			

- | | |
|---|---|
| <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 | <input type="checkbox"/> PRIOR Conduct Roll call prior to excursion and give instructions |
| <input type="checkbox"/> Pack Mobile Phone with Battery | <input type="checkbox"/> PRIOR check permission notes are signed |
| <input type="checkbox"/> Pack Sunscreen | <input type="checkbox"/> PRIOR Put children into groups if necessary |
| <input type="checkbox"/> Pack walkie talkies (1 per educator) | <input type="checkbox"/> PRIOR Centre Phone on divert to RPD mobile (*21phonenumber #)
undivert #21# |

Pack Medication and Action Plans for each child with a Medical Condition

Activity	Hazard identified	Risk assessment (use Matrix)	Elimination/control measures	Who	When	Residual Risk Rating
Colour run	Children running and falling over and hurting themselves.	Medium	Educators will talk to the children prior to colour run, explaining to the children that they will not run too close to other children.	Educators	Prior to run	Low

Activity	Hazard identified	Risk assessment (use Matrix)	Elimination/control measures	Who	When	Residual Risk Rating
Hair spray	hair spray in eyes	High	Educators are to face the back of the children whilst spraying their hair to avoid getting hair spray in their eyes. Also putting the hair spray on the children in open space therefore it does not create fumes inside for children who have asthma	Educators	During applying hair spray	Medium
Colour Run throwing of the colour on the children.	colour powder on face in eyes/mouth	High	The children will complete a fun run and educators to throw the colour powder from above them to avoid getting it thrown in eyes and mouth. Children to wash out colour from eyes/mouth immediately if irritated.	Educators	Explain what is happening to children to prior to run.	Medium
Colour powder - children with allergies	allergic reaction	Extreme	Educators are to check which children have allergies in the morning. To check no children have allergies to the colour powder. If children have allergies to the powder they can participate in the run but pull out before the powder is thrown.	Educators	Prior to activity	High

Risk Benefit Analysis

Risk	Benefit
* Tripping/falling injury	* crazy colour fun run
* Sunburn, heatstroke, dehydration, extreme weather, wet weather etc	* Everyone gets covered in coloured powder
* Lost Child	* Relaxation and Recreation
* Allergic reaction to the coloured powder	* Peer bonding
	* Dance party outside with music playing

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