Risk Assessment

Playgroup name:	Initial issue date:
	Next review date:
Playgroup Leader and	
contact number:	
Risk Assessment prepared by:	
Identify the activity and the location	
	Identify who may be at risk This may include employees, volunteers, children,
	parents, carers or visitors.
Activity or process:	Persons at risk:
Location:	Risk assessment team:
Legislation, Code of Practice, Australian Standards, G	Guidance Materials used to determine control measures
Whenever assessing health and safety risks, always conside	or the following primary rick factors
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- $The \ \textit{physical activities} \ \textbf{required to complete the task, e.g.} \ \textbf{repetitive movement, high force, physical exertion, awkward}$
- The work environment, e.g. lighting, work layout, traffic, thermal comfort, working in isolation
- The nature of the hazarditself, e.g. working with chemicals, microorganisms, radiation, machinery, potentially violent persons
- The individual workers involved, e.g. level of training, skills, experience, health, age, physical capacity

Use the Hierarchy of Controls if the hazard cannot be eliminated.

ldentified hazards	Associated harm, e.g. what could go wrong?	Existing risk controls	1	Current risk rating (Use the Risk Matrix)							Are additional controls required?	Residual risk rating (Use the Risk	
				С		L			R			Matrix)	
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REVIEW		
Scheduled review date	1 year	2 years
Are control measures in place? Are controls eliminating or minimising the risk?		
Are there any new problems with the risk?		
Reviewed by:		
Review date:		

<u>Risk Matrix</u>

				Potent	tial Conseq	uences		
			L6	L5	L4	L3	L2	
			Minor injuries or discomfort. No medical treatment or measureable physical effects.	Injuries or illness requiring medical treatment. Temporary impairment.	Injuries or illness requiring hospital admission.	Injury or illness resulting in permanent impairment.	Fatality	
_			Not Significant	Minor	Moderate	Major	Severe	
Likelihood	Expected to occur regularly under normal circumstances	Almost Certain	Medium	High	Very High	Very High	Very High	
	Expected to occur at some time	Likely	Medium	High	High	Very High	Very High	
	May occur at some time	Possible	Low	Medium	High	High	Very High	
	Not likely to occur in normal circumstances	Unlikely	Low	Low	Medium	Medium	High	
	Could happen, but probably never will	Rare	Low	Low	Low	Low	Medium	