



Is our playgroup area safe?

Use this document to guide you through identifying any potential dangers in or around your playgroup space or if you're planning a special activity during a playgroup session.

The information below aims to support you to make sure playgroup spaces and activities are safe for everyone.

It's simple to keep things safe, just follow these steps:

Step 1: Identify the hazards/risky activities

For example:

You're planning a playgroup activity that involves water, and there is a risk that people at playgroup could slip if water spills on the floor.

Step 2: Decide who might be harmed and how

Anybody can slip on a wet floor so children and adults at playgroup may get hurt.

Step 3: Decide how likely the risk is to happen and how severe the consequences might be if someone is hurt.

Ask yourself 2 questions:

- 1. How likely is it someone might slip on the wet floor?*
- 2. What is the worst thing that could happen if someone slips?*

Your answers to these questions will help you decide if chances are high that someone will hurt themselves badly because the floor is slippery.

Then decide if you can totally get rid of the risk or let people know to avoid it.

In this example, that would possibly mean doing the activity outside where the ground won't get slippery if water is spilled. If that isn't possible, maybe you can put up a sign warning of slippery floors and tell everyone to be careful during the activity.

Step 4: Make a note of the risk you identified and what you decided to do about it.

Use the table on the following pages to make your notes. Keep them to look at next time you're planning a similar activity.

Here is an example of how you might fill in the risk table

A risk we identified at playgroup	
Date: 01/01/2001	Activity: Indoor water play with plastic measuring cups
What risks could there be? <i>Water might get spilled on the floor, making it slippery.</i>	
Who might get hurt? What is the worst that could happen? <i>Children and adults may get hurt.</i> <i>They could break a bone or hit their head.</i>	
Can we get rid of the risk? How can we make it safer? <i>We could do the activity outside.</i> <i>Or we could put up signs and tell people to be careful of slippery patches on the floor.</i>	
What will you do to make it safe? <i>We'll put down non slip mats and warn people to be careful if they spill water.</i>	

Questions? Call Playgroup Tasmania on 1300 035 350 or email admin@playgrouptas.org.au

Risks we identified at playgroup	
Date:	Activity:
What risks could there be? 1. 2. 3. 4. 5.	
Who might get hurt? What is the worst that could happen?	
Can we get rid of the risk? How can we make it safer?	
What will we do to make it safe?	

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Date:	Activity:
What risks could there be? 1. 2. 3. 4. 5.	
Who might get hurt? What is the worst that could happen?	
Can we get rid of the risk? How can we make it safer?	
What will we do to make it safe?	

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