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| **RISK ASSESSMENT** |

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| **Information of Activity**  |

Site: Australian Butterfly Sanctuary \_ Location: Aviary and Lab\_\_\_\_\_\_\_\_\_\_\_

Identified by: School Excursions Program Development Date: 5th February 2020 \_

Identified Hazard / Task: Aviary and Lab Tours

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| **Risk Analysis – level of risk** |

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| **Identified Hazards** | **Risk Assessment** | **Risk Score**E x L x C | **Risk Level** |
| Exposure(E) | Likelihood(L) | Consequence(C)  |
| Physical Strains & Sprains  | 1 | 0.3 | 2 | .06 | L |
| Tip/Fall Hazard – Aviary and Lab | 2 | 0.3 | 2 | 1.2 | L |
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| **Definitions**  |
| Exposure E | Likelihood L | Consequence C  | Risk Score | Hierarchy of Risk Controls  |
| Continuously 10Frequently 6Occasionally 3Infrequently 2Rarely 1 | Almost Certain 1.0Likely 0.6Possible 0.3Unlikely 0.1Rare 0.05 | Catastrophic 20Major 10Moderate 5Minor 2Insignificant 1  | **E** >20**H** >10**M** 3 – 10**L** <3 | **Elimination** is a permanent solution and should be attempted in the first instance.**Substitution** involves replacing the hazard or environmental aspect by one of the lower risk.**Engineering** controls involve physical barriers or structural changes to the environment or process.**Administration** controls reduce hazard by altering procedures and providing instructions**Personal protective equipment** last resort or temporary control. |

**LEGEND**

E: extreme/significant risk; immediate action required; must be managed by senior management with a detailed plan, notify RMO immediately.

H: high risk; senior management attention needed; detailed research and management planning at senior levels.

M: moderate risk; management responsibility must be specified; manage by specific monitoring or response procedures.

L: low risk; manage by routine procedures; unlikely to need specific allocation of resources

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| **Details of Action to be Taken**  |

Actions: (When determining action, refer to Hierarchy of Risk Control.)

***Physical Strains & Sprains*** – Perceived risks minimised by participants given clear instruction and direction prior to entering the enclosure and participants to be under constant supervision.

***Trip/Fall Hazard – Aviary*** – Perceived risks minimised by induction into areas, clear instructions and constant supervision.

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Person assessing the risk: Melinda Nikolich, Manager Date: 5th February 2020

Authorised by: Cristy Pointing (Recruitment and Development Officer) Planned Completion Date: N/A – On-Going