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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 10  Frequently 6  Occasionally 3  Infrequently 2  Rarely 1 | Almost Certain 1.0  Likely 0.6  Possible 0.3  Unlikely 0.1  Rare 0.05 | Catastrophic 20  Major 10  Moderate 5  Minor 2  Insignificant 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